

INC Board, NFP
BOARD OF DIRECTORS MEETING
Monday, March 23, 2020

MINUTES

Members Present: Christina DeLeon, Joel Grámirez, Kathy Hooey, James Hopp, Cathy Hoyda, Evelyn Hull, Marilyn Jacobsen, Terry Lanthrum, Ken Rojek, Eva Serrano, T.J. Vaughan, Ray Weaver, John Whildin, Russell Wolf

Members Absent: Michael Yagen

Staff Present: Dalila Alegria, Dagoberto Contreras, Colleen Balija

Guests Present: None

The meeting of the Board of Directors of INC Board, NFP for March 23, 2020 was called to order at 7:05PM via Conference Call by President Ken Rojek.

President Rojek asked for approval of the Agenda. Ray Weaver made a motion to approve and a second was made by Evelyn Hull, it was unanimously passed.

President Rojek asked for approval of the Consent Agenda. Cathy Hoyda made a motion to approve with a second by Marilyn Jacobsen, it was unanimously approved.

Under Action Items, Executive Director Dalila Alegria reported that the 403(b) Plan has to be restated. There are no changes to the Plan other than the federal language that was included. The restatement of the Plan needs to have board approval. President Rojek asked for approval of the restated 403(b) Plan. Terry Lanthrum made a motion to approve with a second by Marilyn Jacobsen, it was unanimously approved.

Under Budget Adjustment, Alegria reported that she was approached by local funders to coordinate a COVID-19 emergency fund that local agencies could utilize for social services. Alegria explained the process to approve emergency funding and requested that INC Board contribute \$25,000 from the Reserve Fund and the unused funds in the Psychiatric Pilot Reserve Fund. President Rojek asked for approval to contribute \$25,000 towards the COVID-19 emergency fund. T.J. Vaughan made a motion to approve with a second by Joel Grámirez, it was unanimously approved.

Under Information Items, Alegria asked the board if they had any questions on those items. If not, the board would proceed to the Building Update discussion.

President Rojek informed the board members to bring their completed Conflict of Interest forms for FY21 to the Annual Meeting on May 18, 2020 or email them to Baliya.

Administrative Assistant Colleen Baliya reviewed the Unaudited Service Statistical Report ending 2/29/20. Baliya reported that Township totals had 7,757 individuals receiving 74,657 units of service. Under Building Stats, 237 individuals received 29,164 units of service.

Under Building Updates, Alegria reported on further developments of the rent increase with AID staff. She referenced the memo that was sent to the board last week. The board discussed several options to proceed. Consensus was made that the transfer of ownership would supersede any rent increase concessions. Rojek ask for approval to extend this proposal to AID. Weaver made a motion to approve with a second from Hull, it was approved unanimously.

Russell Wolf reviewed the Nominating Committee duties. There will be a board vacancy and office of Secretary vacancy. Wolf asked for recommendations to be submitted to him and he will set up a meeting with the Committees to discuss recommendations to present at the May Annual meeting.

With no other business to come before the board, John Whildin motioned for adjournment. There was a second by Hoyda and it was passed unanimously to adjourn the meeting at 8:03PM.

Respectfully submitted,

Eva Serrano, Secretary